

January 02, 2024

Lyka Mariz T. Cabañero
Team Lead
iPloy, OPC Inc.
9th Floor Ayala Center Cebu Tower
Cebu Business Park, Cebu City
Philippines, 6000

Dear Ms. Cabañero,

I hope this letter finds you well. It is with a heavy heart that I am writing to submit my resignation from Quality Assurance Team at iPloy, OPC Inc., effective today 2nd of January 2024.

This decision has not been an easy one, and I have given it careful consideration. Unfortunately, I find myself facing unforeseen financial challenges that necessitate a change in my current circumstances. Despite my genuine appreciation for the opportunities for professional and personal growth that this company has provided, I must prioritize addressing my financial issues at this time. The decision to resign is not one I take lightly, and it is made with a sense of responsibility to ensure that my family's immediate financial needs are met. I have explored various options and weighed the pros and cons before arriving at this conclusion.

I want to express my deep gratitude for the support, guidance, and camaraderie I have experienced during my time at iPloy. The experiences and skills gained here have been invaluable, and I am proud to have been a part of the team.

I appreciate your understanding in this matter and am confident that iPloy OPC Inc. will continue to thrive. I look forward to staying in touch and wish the company continued success in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Merrycris T. Cinco', with a stylized, cursive script.

Merrycris T. Cinco